

The regular meeting of the Clare City Planning Commission was called to order in the city commission chamber of Clare City Hall, 202 W. Fifth St., Clare, MI, at 6:32 p.m. by Vice Chair Darren Acton who led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Glenda Carmoney, Angie Cozat, Elaine Demasi, Brett Moser, and Jan Winter. Absent: Steve Barnes, Josh Clark, and Nick Wyman. Also present were Ken Hibl, City Manager; Steve Kingsbury, Treasurer & Finance Director; and Diane Lyon, City Clerk.

APPROVAL OF AGENDA:

Moved by Commissioner Winter second by Commissioner Carmoney to approve the agenda. Ayes: All. Nays: None. Absent: Steve Barnes, Josh Clark, and Nick Wyman. *Motion approved.*

APPROVAL OF MINUTES:

Moved by Commissioner Moser second by Commissioner Demasi to approve the prior meeting minutes. Ayes: All. Nays: None. Absent: Steve Barnes, Josh Clark, and Nick Wyman. *Motion approved.*

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

A. FY 2017/2018 CAPITAL BUDGET PRESENTATION

The 2008 Michigan Planning Enabling Act stipulates that the Planning Commission shall review and provide recommendations related to all proposed major capital improvement projects of a municipality to ensure that the proposed projects support the goals and objectives stipulated in the Comprehensive Master Plan of the City. The City Staff has commenced its preparation of the 2017/2018 Fiscal Budget for the budget year of July 1, 2017 through June 30, 2018 and the proposed budget includes significant proposed capital projects in several of the City's operating funds.

We will present the proposed budget to the City Commission's Fiscal Oversight and Budget Committee on April 25th and then to the full City Commission at their regularly scheduled meetings in May by means of budget workshops. In accordance with the City's Charter the 2017/2018 budget is scheduled to be adopted by the Commission at its first scheduled meeting in June. The Planning Commission is required by the 2008 Michigan Planning Act to provide its recommendations related to the proposed capital improvement schedule prior to adoption of the budget by the City Commission.

The Public Notice of the scheduled capital project hearing to the Planning Commission has been published. Each of the City's department heads presented their respective FY2017/18 recommended capital improvement projects to the Planning Commission. Treasurer and Finance Director Steven Kingsbury and City Manager Ken Hibl provided additional general budgetary information and planned capital projects for other key elements of the City's budget to include the Downtown Development Authority, Data Processing, etc.

Motion by Commissioner Winter second by Commissioner Cozat to open the public hearing. Ayes: All. Nays: None. Absent: Steve Barnes, Josh Clark, and Nick Wyman. *Motion approved.*

Public Comment: None.

Motion by Commissioner Carmoney second by Commissioner Moser to close the public hearing. Ayes: All. Nays: None. Absent: Steve Barnes, Josh Clark, and Nick Wyman. *Motion approved.*

Motion by Carmoney second by Demasi to approve the FY 2017/2018 Capital Improvements schedule by adoption of 2017-004PC. Roll call vote: Ayes: Darren Acton, Angie Cozat, Glenda Carmoney, Elaine Demasi, Brett Moser, and Jan Winter. Abstain: Nick Wyman. Nays: None. Absent: Steve Barnes, Josh Clark, and Nick Wyman. *Motion approved.*

PUBLIC COMMENT: None.

INTRACOMMISSION COMMUNICATIONS:

Special Planning Commission Meeting

A special Planning Commission meeting has been called for April 26 for the review of a Special Use and Site Plan Application from for a group day care center.

A ZBA meeting has been scheduled for May1 to hold a public hearing on a use variance request for a medical marijuana provisioning center.

The Recreation Complex will be seeded this spring in preparation for the fall soccer league. The parking lot will not be paved until Pinecrest Street is paved. The City intends to assume jurisdiction over Pinecrest Street once Isabella County grants that authority and will pave the public portion once funds are available.

The cost to pave Brookwood has been prohibitive up to this point. We are hopeful that funds will become available at some point in the future to pave that street.

ADJOURNMENT

Moved by Commissioner Demasi second by Commissioner Winter to adjourn. Ayes: All. Nays: None. Absent: Steve Barnes, Josh Clark, and Nick Wyman *Motion approved.*

Meeting adjourned at 7:18 p.m.

Diane Lyon, City Clerk